

Virginia System of Performance
Standards and Measures for
Secondary Career and Technical Education Programs

Data Collection Procedures For Academic Achievement

**Preparation of the Answer Sheet for
Standards of Learning End-of-Course Tests**

Revised February 2004

CAREER AND TECHNICAL EDUCATION ANSWER DOCUMENT GUIDELINES (SECTION W)

Directions for completing Section W, Career and Technical Education, on the Standards of Learning End-of-Course answer document are as follows:

Section 1

Grid “Career/Tech Ed Course” for all students (grades 9-12) who are enrolled in one or more Career and Technical Education course(s) during the same “real time” as an academic course(s) that requires a Standards of Learning (SOL) End-of-Course tests.

Career and Technical Education content areas are:

- Agriculture Education
- Business and Information Technology
- Family and Consumer Sciences
- Health and Medical Sciences
- Marketing
- Technology Education
- Trade & Industrial Education
- Career Connections, including Special Programs

Grid “Tech Prep Program” for all students who are enrolled in the secondary component of a Tech Prep program. A student who is enrolled in a Tech Prep program must also be enrolled in a Career and Technical Education course(s).

A Tech Prep program is defined as a program of study that:

- < combines at a minimum of two years of secondary education (as determined under State law) with a minimum of two years of postsecondary education in a nonduplicative, sequential course of study
- < integrates academic and career and technical instruction and utilizes work-based and worksite learning where appropriate and available
- < provides technical preparation in a career field such as engineering technology; applied science; a mechanical, industrial, or practical art or trade; agriculture; health occupations; business; or applied economics
- < builds student competence in mathematics, science, reading, writing, communications, economics, and workplace skills through applied, contextual academics and integrated instruction in a coherent sequence of courses
- < leads to an associate degree or baccalaureate degree or a postsecondary certificate in a specific career field
- < leads to placement in appropriate employment or to further education.

Section 2

If Section V – Disability Status, S – Limited English Proficient, or O – N-Code Free/Reduced Lunch has been marked on the student’s answer document, do not grid Section W – Career and Technical Education, Section 2. If Section V, S or O has NOT been marked on the student’s answer document, leave Grid 1 blank and grid only ONE of the following:

Grid 2: Single Parent

Students who are unmarried or legally separated from a spouse; and

- (1) have a minor child or children for whom the parent has either custody or joint custody.

Grid 3: Displaced Homemaker

Students who

- (1) have worked primarily without remuneration to care for a home and family, and for that reason have diminished marketable skills, have been dependent on the income of another family member but are no longer supported by that income, or a parent whose youngest dependent child will become ineligible to receive assistance under Part A of Title IV of the Social Security Act (42 U.S.C.601 et.seq.) not later than 2 years after the date on which the parent applies for assistance under this title; and
- (2) are unemployed or underemployed and are experiencing difficulty in obtaining or upgrading employment.

Complete bubble 4 if a student is classified as non-traditional as explained below:

Grid 4: Non-traditional Career

Students who are classified as the non-traditional gender (grades 9-12) enrolled in one or more of the courses identified for Non-traditional Career Preparation and who are also enrolled in academic course(s) that require(s) a Standards of Learning (SOL) End-of-Course test. To determine this student population:

- (1) Review the following list of Secondary Programs Identified for Non-Traditional Career Preparation in Virginia
- (2) Determine which courses from this list are offered at each high school and the non-traditional gender classification assigned to these course(s); and
- (3) Review the class roster for only the courses offered at your school for non-traditional career preparation. Identify only students classified as the non-traditional gender in these courses.

Grid 5 and 6: Leave Blank

If you have additional questions, please call the Virginia Department of Education Office of Career and Technical Education (804) 225-2051.

Secondary Programs
Identified for
Non-traditional Career Preparation
in Virginia

Non-Traditional Program/Course Title	Non-Traditional Gender
AGRICULTURAL EDUCATION	
Agricultural Machinery Service	Female
8016 Agricultural Power and Equipment (III)	
8018 Agricultural Mechanization Sales and Service (IV)	
8020 Advanced Agricultural Mechanization (V)	
8021 Small Engine Repair	
8082 Small Engine Repair	
8052 Farm Equipment Operator	
Agricultural Production	Female
8010 Agricultural Production Technology (III)	
8012 Agricultural Production Management (IV)	
8014 Operating the Farm Business (V)	
Agricultural Business	Female
8022 Agricultural Business Fundamentals (III)	
8024 Agricultural Business Operations (IV)	
8026 Agricultural Business Management (V)	
Turf Grass Management	Female
8051 Turf Establishment and Maintenance	
8054 Advanced Turf Grass Applications	
BUSINESS AND INFORMATION TECHNOLOGY	
Office Administration	Male
6241 Notetaking	
6621 Office Administration	
Medical Systems Administration	Male
6730 Medical Systems Administration	
Legal Systems Administration	Male
6735 Legal Systems Administration	
Computer Network Software Operations	Female
6650 Computer Network Software Operations	
6651 Adv Computer Network Software Operations	
Database Design and Management (ORACLE)	Female
6660 Database Design and Management	
6661 Advanced Database Design and Management	

Non-Traditional Program/Course Title	Non-Traditional Gender
HEALTH AND MEDICAL SCIENCES	
Dental Assistant 8328 Dental Assistant I 8329 Dental Assistant II	Male
Physical Therapy 8365 Physical Therapy Rehabilitation 8366 Occupational Therapy/Physical Therapy Assistant II	Male
Health Assistant 8364 Home Health Aide	Male
Medical Assistant 8345 Medical Assistant I 8346 Medical Assistant II	Male
Practical Nursing 8357 Practical Nursing I 8358 Practical Nursing II 8359 Practical Nursing III	Male
Nursing Assistant 8360 Nursing Assistant I 8362 Nursing Assistant II	Male
MARKETING	
Financial Services Marketing 8180 Financial Services Marketing (Co-op Ed) 8181 Financial Services Marketing (Occ Experience)	Female
Apparel & Accessories Marketing 8148 Introduction to Fashion Design & Marketing (Occ Exp) (18 wks) 8149 Introduction to Fashion Design & Marketing (Occ Exp) (36 wks) 8140 Fashion Marketing (Co-op Ed) 8141 Fashion Marketing (Occ Experience) 8145 Advanced Fashion Marketing (Co-op Ed) 8146 Advanced Fashion Marketing (Occ Experience)	Male
Travel/Tourism Marketing 8165 Travel & Tourism Marketing (Co-op Ed) 8166 Travel & Tourism Marketing (Occ Experience) 8167 Advanced Travel & Tourism (Co-op Ed) 8168 Advanced Travel & Tourism (Occ Experience)	Male
Hotel/Motel Marketing 8160 Hotel-Motel Marketing (Co-op Ed) 8161 Hotel-Motel Marketing (Occ Experience) 8162 Adv Hotel-Motel Marketing (Co-op Ed) 8163 Adv Hotel-Motel Marketing (Occ Experience)	Male

Non-Traditional Program/Course Title	Non-Traditional Gender
TECHNOLOGY EDUCATION	
Pre-Engineering Program	Female
8490 Introduction to Engineering (36 wks)	
8491 Advanced Engineering (36 wks)	
9811 Principles of Technology I	
9812 Principles of Technology II	
Communication & Information Technology Program	Female
8415 Communication Systems (36 wks)	
8418 Communication Systems (18 wks)	
8420 Computer Control & Automation Systems (18 wks)	
8421 Computer Control & Automation Systems (36 wks)	
8458 Graphic Communications Systems (36 wks)	
8494 Graphic Communications Systems (18 wks)	
Production Technology Program	Female
8425 Manufacturing Systems (36 wks)	
8426 Manufacturing Systems (18 wks)	
8427 Advanced Manufacturing Systems	
8431 Construction Technology (36 wks)	
8432 Construction Technology (18 wks)	
8433 Materials & Processes Technology (36 wks)	
8446 Production Systems (18 wks)	
8447 Production Systems (36 wks)	
8478 Materials & Processes Technology (18 wks)	
Technical Design & Illustration Program	Female
8434 Technical Drawings/Design/CAD (18 wks)	
8435 Technical Drawings/Design/CAD (36 wks)	
8436 Engineering Drawing/Design/CAD (36 wks)	
8437 Architectural Drawing/Design/CAD (36 wks)	
8492 Architectural Drawing/Design/CAD (18 wks)	
8493 Engineering Drawing/Design/CAD (18 wks)	
Control Technology Program	Female
8412 Electronics Systems II (36 wks)	
8416 Electronics Systems I (36 wks)	
8417 Electronics Systems I (18 wks)	
8444 Power & Transportation (18 wks)	
8445 Power & Transportation (36 wks)	
8448 Energy & Power (36 wks)	
8495 Energy & Power (18 wks)	

Non-Traditional Program/Course Title	Non-Traditional Gender
TRADE AND INDUSTRIAL EDUCATION	
Heating, Ventilation, Air Conditioning & Refrigeration 8503 HVACR I 8504 HVACR II 8505 HVACR III	Female
Masonry 8511 Brick Layer 8512 Masonry I 8513 Masonry II 8514 Masonry III	Female
Building Trades 8515 Building Trades I 8516 Building Trades II 8517 Building Trades III	Female
Carpentry/Cabinetmaking 8600 Basic Carpentry 8601 Carpentry I 8602 Carpentry II 8603 Carpentry III 8604 Cabinetmaking I 8605 Cabinetmaking II 8606 Cabinetmaking III	Female
Electricity 8533 Electricity I 8534 Electricity II 8535 Electricity III	Female
Plumbing 8551 Plumbing I 8552 Plumbing II 8553 Plumbing III	Female
Firefighting 8705 Firefighting I 8706 Firefighting II 8707 Firefighting III	Female

Non-Traditional Program/Course Title	Non-Traditional Gender
TRADE AND INDUSTRIAL EDUCATION	
Auto Body Repair	Female
8675 Auto Body Repair	
8676 Automotive Body Technology I	
8677 Automotive Body Technology II	
8678 Automotive Body Technology III	
8679 Automotive Body Repair	
8680 Automotive Body Repair	
8681 Automotive Body Repair	
Auto Service	Female
8506 Automotive Service Technology I	
8507 Automotive Service Technology II	
8508 Automotive Service Technology III	
8709 Automotive Maintenance	
8710 Automotive Servicing I	
8711 Automotive Servicing II	
8712 Automotive Servicing III	
Aviation Pilot Training	Female
8728 Aviation Maintenance Technology I	
8729 Aviation Maintenance Technology II	
8731 Aircraft Pilot Training I	
8732 Aircraft Pilot Training II	
Diesel Equipment Technology	Female
8612 Heavy Duty Equipment Repair	
8613 Diesel Equipment Technology I	
8614 Diesel Equipment Technology II	
8615 Diesel Equipment Technology III	
Small Engine Repair	Female
8724 Basic Small Engine Repair	
8725 Small Engine Repair I	
8726 Small Engine Repair II	
8727 Small Engine Repair III	
Utility/Heavy Construction Technology	Female
8616 Utility/Heavy Construction Technology I	
8617 Utility/Heavy Construction Technology II	
8618 Utility/Heavy Construction Technology III	

Non-Traditional Program/Course Title	Non-Traditional Gender
TRADE AND INDUSTRIAL EDUCATION	
Industrial Maintenance Technology 8575 Industrial Maintenance Technology I 8576 Industrial Maintenance Technology II 8577 Industrial Maintenance Technology III	Female
Precision Machining 8539 Precision Machining Technology I 8540 Precision Machining Technology II 8541 Precision Machining Technology III	Female
Sheet Metal 8663 Sheet Metal I 8664 Sheet Metal II 8665 Sheet Metal III	Female
Welding Technology 8672 Welding I 8673 Welding II 8674 Welding III	Female
Electronic Technology 8536 Electronics Technology I 8537 Electronics Technology II 8538 Electronics Technology III	Female
Robotic Workcell Technology 8557 Robotic Workcell Technology I 8558 Robotic Workcell Technology II 8559 Robotic Workcell Technology III	Female
Computer Networking Hardware Operations (CISCO) 8542 Computer Networking Hardware Operations I 8543 Computer Networking Hardware Operations II 8544 Computer Networking Hardware Operations III 8545 Computer Networking Hardware Operations IV	Female
Computer Systems Technology 8621 Computer Repair and Servicing 8622 Computer Systems Technology I 8623 Computer Systems Technology II 8624 Computer Systems Technology III	Female

Non-Traditional Program/Course Title	Non-Traditional Gender
TRADE AND INDUSTRIAL EDUCATION	
Drafting 8530 Drafting I 8531 Drafting II 8532 Drafting III	Female
Cosmetology 8527 Cosmetology I 8528 Cosmetology II 8529 Cosmetology III	Male
Commercial Sewing 8524 Commercial Sewing I 8525 Commercial Sewing II 8526 Commercial Sewing III	Male
FAMILY AND CONSUMER SCIENCES	
Intro to Early Childhood Education and Services 8233 Intro to Early Childhood Education and Services (18 wks) 8234 Intro to Early Childhood Education and Services (36 wks)	Male
Early Childhood Education and Services 8285 Early Childhood Education and Services I 8286 Early Childhood Education and Services II	Male
Intro to Fashion Design and Marketing 8247 Intro to Fashion Design & Marketing (18 wks) 8248 Intro to Fashion Design & Marketing (36 wks)	Male
Fashion Design and Marketing Occupations 8280 Fashion Design and Marketing I 8281 Fashion Design and Marketing II	Male
Intro to Housing, Home Furnishings and Design 8254 Intro To Housing, Home Furnishings, and Design Occupations (18 wks) 8255 Intro To Housing, Home Furnishings, and Design Occupations (36 wks)	Male
Interior Design Occupations 8295 Interior Design I 8296 Interior Design II	Male
CAREER CONNECTIONS	
Teacher Cadet Program 9062 Teacher Cadet	Male